

## MINUTES OF THE DOWNTOWN CITIZENS ADVISORY PANEL

June 25, 2018

4:00 P.M.

2nd Floor – H. Lee Dennison Building

### **Representatives Attending:**

<b><u>DISTRICT</u></b>	<b><u>LEGISLATOR</u></b>	<b><u>REPRESENTATIVE</u></b>
1	Albert Krupski	Steven Shauger
2	Bridget Fleming	Susan von Freddi
4	Tom Muratore	Robert Martinez
5	Kara Hahn	Barbara Russell
6	Sarah S. Anker	Lori Baldassare
7	Robert Calarco	Dennis Smith
8	William J. Lindsay III	Kay Cameron
9	Monica R Martinez	Florence Joyner
10	Tom Cilmi	Robert Moses Kuri
12	Leslie Kennedy	Gina Coletti
13	Robert Trotta	Adam Wood
14	Kevin J. McCaffrey	JoAnn Boettcher
15	DuWayne Gregory	John Diliberto
16	Susan Berland	Jackie Merriweather
17	Thomas P. Donnelly	Jennifer A. Casey
18	William Spencer	Walter Rabe
County Executive Rep/Chair		Regina Zara
Planning		Peter Lambert

### **Representatives Absent:**

3	Rudolph Sunderman	Jon Siebert
11	Steven J. Flotteron	Doris Kennedy

### **Also Attending:**

Annette Brownell, Chief Office Assistant, Staff to Panel

Adopted: \_\_\_\_\_

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- I. **Welcome:** The meeting was called to order by Regina Zara at 4:10 p.m.
- II. **Consideration of the Minutes from 05/21/2018:** Susan von Freddi motioned and Gina Coletti 2<sup>nd</sup> to approve minutes from the May meeting with the correction on items IV(a) to change “tour of East Northport” to “tour of Northport.”. Motion carried. All who were absent from the meeting abstained.
- III. **Correspondence:** Regina Zara welcomed Walter Rabe as representative of Legislative District 18 - Legislator William Spencer, and Jackie Merriweather as representative of Legislative District 16 - Legislator Susan Berland.
- IV. **Old Business:** None
- V. **New Business:**
  - A. **Round 16 – Overview and Critical Dates** - Regina Zara reported
    - \$500,000 grant funds available/over \$1.1M requested/18 applicants
    - Open Projects Report - Members were reminded to take open projects into consideration when scoring applications
    - SCDPW project impact comments shared
    - Critical Dates: July 9 – Review Supplemental Data/Distribute Score Sheets  
July 16 – 4:30pm Deadline, Panel to Submit Scores  
July 23 – Review Score Tabulations/Recommend Funding
  - B. **Round 16 – Maps of Designated Downtowns**

Peter Lambert distributed maps, discussion ensued during application review.
  - C. **Round 16 – Review and Discuss Application Completeness**

Panel members provided overview of applications in their district. Annette Brownell reported on completeness of each application:

    - **Application 1: Copiague Chamber of Commerce** – Complete.
    - **Application 2: Bayport Blue Point Civic Association** – Complete.
    - **Application 3: Downtown Beautification Organization of Center Moriches** – Complete. Suffolk DPW reports that no new signs of this nature will be permitted within the County Right of Way.
    - **Application 4: Eastport Green Project** - Complete.
    - **Application 5: Farmingville Residents Association** - Complete.
    - **Application 6: Sound Beach Civic Association** - Complete.
    - **Application 7: Ward Melville Heritage Organization** – Complete.
    - **Application 8: East Northport Chamber of Commerce** – Incomplete. Brownell requested clarification of property ownership.
    - **Application 9: Huntington EDC** - Complete. Suffolk DPW reports that a bus stop relocation would have to be approved by Suffolk County Transit; there is no

documentation in application from Suffolk County Transit to indicate any awareness of this proposition. A NYSDOT Highway Work Permit would most likely be required. Jennifer Casey will follow up with the EDC on this.

- **Application 10: Greenlawn Civic Association** - Complete.
- **Application 11: East Islip Community Chamber of Commerce** – Complete.
- **Application 12: Town of Riverhead Public Parking District No. 1** - Complete.
- **Application 13: Community Association of Greater St. James** - Complete.
- **Application 14: Flanders, Riverside, Northampton Community Association** – Incomplete. Brownell requested Town commitment letter and SEQRA resolution.
- **Application 15: Mattituck-Laurel Civic Association** - Complete.
- **Application 16: Village of Brightwaters** - Complete.
- **Application 17: Lindenhurst Chamber of Commerce** – Complete.
- **Application 18: Greater Patchogue Chamber of Commerce** – Complete.

Discussion ensued regarding several applications and if elements of work proposed is maintenance and/or would qualify for bonding. Zara will bring questions back to bond counsel and advise Panel accordingly.

**VI. Give and Take:**

- Suffolk County Executive Steve Bellone and the Department of Economic Development and Planning, along with its Office of Cultural Affairs, will host a symposium, sponsored by the Suffolk County Alliance of Chambers, to discuss Creative Placemaking in Downtowns. “Creating the Downtown Experience” will take place on July 12, 8am-10am, at the Huntington Cinema Arts Centre. There is no charge for the event, however registration is required. Zara will email program details to the Panel.
- Susan von Freddi announced grand opening of Luzon Hat Shoppe on June 30.

**VII. Public Portion: None**

Meeting adjourned 5:40 pm

**2018 Schedule of Upcoming Meetings:**

(H. Lee Dennison Bldg. 2<sup>nd</sup> Floor – Planning Conference Room)

July 9, 2018

July 23, 2018

August 13, 2018 (if needed)

September 17, 2018 - Downtown Tour

October 22, 2018

November 26, 2018

December 2018 – No Meeting